

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Proposal from Lunz Prebor Fowler (LPF) Architects to design and permit the New Cow Palace at the Sumter County Fairgrounds (Staff recommends approval).

**REQUESTED ACTION:** Approval

☐ Work Session (Report Only)

**DATE OF MEETING:** 12/11/2012

☒ Regular Meeting

☐ Special Meeting

**CONTRACT:** ☐ N/A

Vendor/Entity: LPF Architects

Effective Date: 12/11/2012

Termination Date: 2/28/2015

Managing Division / Dept:

Public Works Division/Facilities Development

**BUDGET IMPACT:** \$164,450

☐ Annual

**FUNDING SOURCE:**

COR 305-000-000-381113 (from TDC)

☒ Capital

**EXPENDITURE ACCOUNT:**

305-110-519-6262

☐ N/A

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**HISTORY/FACTS/ISSUES:**

On October 23, 2012, the BOCC decided to condemn and demolish the existing Cow Palace facility rather than renovate it. The scope of the Cow Palace renovation design by the current architect (ASI) was revised to support the demolition which is planned to occur before the March 8-13, 2013 Sumter County Fair.

The new Cow Palace will be a new facility, therefore the design and permitting of that facility will go to the new on-call architect, LPF. Attached for BOCC review and approval is LPF's scope, price and schedule for the new Cow Palace design, permitting and limited A/E support during construction.

The design effort will be conducted in two phases:

Part A involves meetings with the Fair Board, PWD and other parties, site visits to other similar facilities, incorporation of the Cow Palace requirements document (currently in draft), selection and analysis of site options on the Fairgrounds, and initial concept design by March 2013 for \$15,000.

Part B involves the detailed design and permitting and contract documents preparation by October 2013, bid assistance in November/December 2013, and limited A/E support during construction from April 2014 thru February 2015. This cost is \$149,450.

The current rough order of magnitude (ROM) cost for the new Cow Palace facility is \$1.6M, but this number will be revised during the design process. LPF's design fee (\$164,450) and the Construction Management (CM) fee from URS (under development) will be added to the construction cost for an estimated program cost of ~\$1.9M.

Staff recommends approval of the LPF proposal in terms of scope, price and schedule.

Staff will submit the requirements document, site options and recommendation, and URS's CM Proposal for approval in subsequent BOCC meetings.

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November 14, 2012  
November 30, 2012 – Revision 1  
December 5, 2012 – Revision 2

Mr. Scott Cottrell, Director  
Sumter County Public Works  
319 E. Anderson Avenue  
Bushnell, Florida 33513

Re: Sumter County Cow Palace Replacement - Proposed Task 2  
Proposal for Professional Services  
Revision 2

Dear Scott:

I have listed below the scope of work covered by this proposal and the breakdown of our costs. After your review of this information please contact me if you have any questions or required clarifications. We appreciate this opportunity and look forward to working with you on the replacement project.

**The Scope of the Project and Related Work for Part A of Task 2 is:**

1. Hold meetings with the Fair Board Representatives, Tourism Representatives, Sumter County Public Works Representatives and related design professionals retained for other services on the site.
2. Tour other County Fair Pavilions in Kissimmee and Ocala providing similar functions that will be held in the new Cow Palace.
3. Develop a program of immediate and long term use for the site that incorporates the new Cow Palace and other "future" buildings. Incorporate the established historical functions and appearance of the existing Cow Palace.
4. Utilize the Sumter County proposed "Requirements Document" to determine the required square footage and building features that will be incorporated into the new Cow Palace.
5. Determine alternate locations for the new facility on the existing site and compare/contrast the locations for review by the Stakeholders.
6. Make a recommendation for the location of the new Cow Palace on site and present to the committee.
7. After final determination of the preferred site, prepare a rendered site plan that incorporates the elements of the study, proposed location for Cow Palace and other "future" buildings along with a list of probable uses for the new facility for use in presenting to the County Commission by the Public Works Department.
8. Delivery of information on preferred site, concept design and budget estimate at or around March 15, 2013.

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**The Scope of the Project and Related Work for Part B of Task 2 is:**

1. Survey services for a site specific survey of the area for this project.
2. Soils Borings (8 each) in the area of the site.
3. Initial Design meeting on site to review conditions and intended scope.
4. Continual updating of progress to Owner and CM during completion of design and documentation.
5. Civil engineering and permit applications for the modification to the existing storm water management.
6. Civil engineering for site layout, flat surfaces, water and sewer connections that will be 5' outside the building line.
7. Civil engineering construction administration consisting of attendance at Pre-Construction meeting, Site Visits two (2) times during construction and one (1) post occupancy meeting, and final certification.
8. Structural engineering that provides foundation, slab plans, wall configurations and roof structure. The building will be considered a Threshold Structure and will require a Threshold Inspection by URS under their Construction Management Services.
9. Structural engineering for specifications and shop drawing review/verification.
10. Specification for all structural elements.
11. Architectural documentation and specifications for the scope elements.
12. Mechanical/Plumbing and Electrical documentation for the scope of elements. Specifications to be provided for these disciplines.
13. Preparation of permit applications.
14. Prepare an estimate of probable construction cost at completion of design development and final documentation.
15. Review of preliminary and final design and incorporation of comments and changes from Staff and CM.
16. Review bid documents invitation to bid and provide comments to CM.
17. Work in conjunction with the CM to answer bid related questions and Construction RFI's.
18. Review all submittals and shop drawings per specification requirements.
19. Attend and assist with Pre-Bid Conference.
20. Attend Pre-Construction meeting.
21. Attend monthly Construction Progress meetings on site and review the contractor pay requests. Anticipate a total of twenty (20) meetings. Provide written report of visit and site observations.
22. Prepare a punch list by all disciplines to include in substantial completion documentation.
23. Review any proposed changes, pricing and time extension requests for accuracy, appropriateness and specification guidelines.
24. Aid CM in providing corrective action during one (1) year warranty.
25. Aid the owner/CM in expediting the close out process after substantial completion.
26. Schedule for accomplishment of Task B:
  - a. Completion of design development – July 2013.

Sumter County Cow Palace Replacement-Proposed Task 2  
Proposal for Professional Services  
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- b. Completion of contract documents – October 2013.
- c. Bidding process – November/December 2013.
- d. Award of construction contract prior to March 2014.
- e. Start of construction – April 2014.
- f. Completion of construction – January/February 2015.

**Our Proposed Fee for Part A for Task 2 Work is:**

We propose to perform the predesign services and investigation on an hourly cost basis with a **not to exceed maximum** of \$15,000.00. We would bill monthly and utilize the hourly cost factors in our base contract.

**Our ESTIMATED Proposed Fee for Part B for Task 2 Work is:**

1. Survey	\$ 4,500.00
2. Soils Borings	\$ 6,500.00
3. Civil Engineering	\$ 24,000.00
4. Structural, Architectural, Mechanical, Electrical Disciplines*	\$ 108,450.00
5. <u>Reimbursable Allowance for Printing, Postage, Mileage Etc.</u>	<u>\$ 6,000.00</u>
<b>Total Estimated Fees if all Services are taken:</b>	<b>\$ 149,450.00</b>

\*Indicates that the fee is derived taking 90% of DMS guideline fee for average complexity.

I have attached a copy of the DMS schedule.

Please contact me if you have any questions regarding this fee proposal for Task 2 A and B.

Thank you.

Regards,



Edward G. Lunz, AIA, CxA

Attachment: DMS Fee Calculator

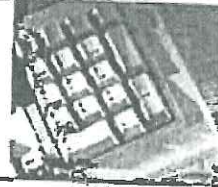
Copy: Pam Winkle, Lunz Prebor Fowler Architects



# Fee Guide Calculator

## For Architectural and Engineering Services

State of Florida, Department of Management Services



Version Posted: March 2012

Project Name:							
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
\$ 1,600,000	8.93%	8.23%	8.58%	7.53%	6.84%	6.15%	8.78%
CALCULATED FEE	\$142,937	\$131,658	\$137,220	\$120,484	\$109,401	\$98,407	\$140,422

**Instructions:** Fill in probable construction cost at left and push enter key.

### GROUP DEFINITIONS:

"A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals

"B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences, Emergency Management Centers

"C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work

"D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings

"E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures

"F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities

"G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

### ADDITIONAL SERVICES & EXPENSES:

The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

- Feasibility Studies/Analysis
- Facility Programming
- Master Planning
- Soils Investigations/Reports
- Surveys -Topographic/Boundary
- Vegetation/Improvements/Utilities
- Measured Drawings of Existing Facilities
- Existing Facilities Analysis
- Toxic Substance Mitigation Surveys and Consultation
- Site Environmental Assessments
- Site DRI, PUD, Site Plan Review and/or Zoning Modifications
- Traffic Analysis and Traffic Signal Warrant Studies
- Civil Engineering Design including Paving/Grading
- Utilities
  - /Drainage/Stormwater Management/Environmental & All Site Permitting
- Existing Site Utility Infrastructure Improvements
- Site Lighting Design
- Landscape Architectural & Irrigation Design
- Specialty Consultants
  - Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous
- LEED Consultation
- Graphic and Signage Design
- Special Code Reviews including ACHA
- Detailed Cost Estimates
- Documents Prepared For:
  - Alternate Bids Exceeding Contract Scope
  - Excessive Change Orders
  - Multiple Construction Contracts
  - Record Documents/As Built
- Prolonged Construction Contract Administration Services
- Structural Threshold Inspections
- Project Representation During Construction Beyond Bi-Monthly Administration
- Additional Construction Contract
  - Administration Services for Multiple Contracts
- Building Commissioning and Training Services
- Post Occupancy Inspections/ Evaluations
- Renderings/ Models
- Substantive Changes to Scope, Size or Complexity
- Owner Requested Changes to Approved Documents
- Reimbursable Expenses\*

Material; Hospital/Laboratory; Interior Design; Indoor  
Air Quality; Quality Control; Theater/Acoustical;  
Security

including, but not limited to, reproduction/ printing costs,  
travel expenses and special mail service expenses

-Life Cycle Cost (RO) and/or Federal DOE Energy Analysis

\* As defined in the Division of Real Estate Development and Management Form of Agreement Between Owner and Architect - Engineer.